

# LAC LA BELLE MANAGEMENT DISTRICT

[www.llbmd.org](http://www.llbmd.org)

Commissioners Meeting

**THURSDAY, February 18, 2010 – 7 P.M.**

## **Town of Oconomowoc Town Hall**

6812 Brown Street

Oconomowoc, WI 53066

*“The LLBMD seeks to promote environmentally conscious and fiscally responsible decisions by providing education, enhancing a healthy lake ecosystem and ensuring safe use of Lac LaBelle for today and tomorrow.”*

### Minutes

#### 1. Call to Order

P. Carpenter called the meeting to order at 7:00 p.m.

#### 2. Roll Call of Commissioners

##### Present

Paul Carpenter

Dave Falstad

Mike Fitzsimmons

Sally Keefe (entered 7:12 p.m.)

Richard Paul

##### Absent

Jan Husak

Lou Morgan

#### 3. Comments from the Floor

None.

#### 4. Correspondence

##### Emails

- 12/20/09 – Kelly Thundercloud regarding the color of the water in the lake and river during the fall months. Lisa Conley was present at this meeting and stated that she posts water clarity monitoring information on the DNR website. Water clarity and color fluctuations may be caused by the presence of algae during the spring and fall months; large amounts of rainfall may also have an effect on the color of the water.
- 1/29/10 – Nathan Weber regarding location of Crappie Cribs or Sunken Log Cribs – R. Paul will contact B. Heusser of the WDNR to obtain this information.
- 2/1/10 – Lisa Conley regarding a Rain Garden Grant Opportunity from Waukesha County

- 2/9/10 – Julie Larsen regarding attendance at February 13 Lakes Workshop
- 2/14/10 – Paul Carpenter responded to Nathan Weber's email of 1/29/10
- 2/16/10 – Lisa Conley regarding News from Friends of Beaver Lake
- 2/16/10 – Lisa Conley regarding Kettle Moraine Land Trust Policy Manual
- 2/17/10 – Julie Larsen regarding Citizen Land Acquisition Criteria Work Group (with attachments from Kettle Moraine Land Trust Policy Manual)

5. Approval of Minutes – January 21, 2010

**D. Falstad motioned to approve the minutes from the January 21, 2010 meeting as presented. R. Paul seconded the motion. There was no further discussion. All were in favor. Motion carried.**

6. Treasurer's Report

The Treasurer's Report was distributed to the Commissioners for review and is attached to these minutes. M. Fitzsimmons reported that the worker's compensation insurance return premium of \$712.00 was received from EMC in addition to payments from the municipalities from the tax levy.

**R. Paul motioned to approve the Treasurer's Report. D. Falstad seconded the motion. There was no further discussion. All were in favor. Motion carried.**

7. Payment Authorizations

**R. Paul motioned to approve expenses to be incurred (mileage, convention, and hotel) for three commissioners and L. Conley to attend the Wisconsin Lakes Convention. M. Fitzsimmons seconded the motion. There was no further discussion. All were in favor. Motion carried.**

**R. Paul motioned to approve the payment authorizations. D. Falstad seconded the motion. There was no further discussion. All were in favor. Motion carried.**

8. Website Updates

An updated commissioner directory was posted to website.

Accurate Business Communications, Inc. (ABC) will have the webmaster post the link to Lac La Belle's Seiki disk readings. L. Conley will send link to Accurate Business Communications.

The meeting location should be updated on the website to note that meetings will now take place at the Town of Oconomowoc Town Hall.

S. Keefe requested that the Word version of all the minutes and agendas be deleted from the website as the present format looks very cumbersome. Minutes and agendas should be

placed in year “folders” to clean up the look. These folders could then be opened to find a specific document. She also requested that in the future all minutes and agendas only be posted in the Adobe Acrobat format (pdf). Additionally, the webmaster will be contacted to adjust the lake picture so it does not overlap with the wording. ABC will contact the webmaster with these instructions.

9. Discuss & Act on Transfer of Funds to a Banking Institution in order to earn Higher Interest (M. Fitzsimmons)

M. Fitzsimmons summarized interest rates from four local banks, namely First Bank Financial Centre, ISB, Chase, and Town Bank. Detailed information was not available at this meeting and will be discussed at the next meeting. A representative from LGIP was contacted regarding account regulations; there is a zero minimum balance required to keep the account open. D. Falstad checked the bylaws and noted that they did not dictate limitations or controls in regard to the LGIP. J. Thornton of SEWRPC was contacted and was not aware of anything, or any statutes, that required the District to maintain the LGIP.

Conflict of interest was discussed in regard to M. Fitzsimmon’s employment at Town Bank. It was felt that if LLBMD transferred funds to a banking institution where a Commissioner is employed, a conflict of interest would not occur as long as the LLBMD Commissioner did not manage the funds as part of their employment at that particular institution. L. Conley stated that as long as the person who may have a conflict of interest did not vote on items which may benefit his workplace, a conflict of interest could be avoided.

10. Discuss & Act on Newcomer Letter (S. Keefe & J. Larsen)

S. Keefe forwarded a draft of the newcomer letter to J. Larsen for review. Comments have not yet been received from J. Larsen. Generally, the letter welcomes newcomers to the lake community and provides information on the lake, location, contacts for different agencies/municipalities, references to the LLBMD website, the LLBMD mission statement and its functions. A waterproof map of the lake would also be enclosed in the packet of information. A sample of the letter will be available at the next meeting. The method of distribution has not been determined. It was suggested that a “kid-friendly” version of the newcomer letter be developed to distribute during the free fishing event, CarpFest, and other community events which LLBMD may participate in.

L. Conley will email S. Keefe information on how to acquire an article containing advise for lake owners from the UW-Extension entitled “Ten Things to Take Care Of The Lake” (L. Conley clarified that this may not be the exact title).

S. Keefe reported the mapping company would provide a 40% discount off of the retail price for the map to equate to a cost per map of \$4.77; free shipping is available for quantities of 12 or more.

11. Discuss Criteria to be used to Evaluate Properties that are or May Become Available for Acquisition (Sub-Committee Report)

Without objection this items was deferred until later in the agenda. This item was discussed after agenda item #12.

J. Larsen was present and reviewed the Land Acquisition Sub-Committee meeting and discussions. The background of the Lac La Belle Foundation and its relationship to the LLBMD was reviewed. It was the consensus of the group that any property being considered must be in environmental corridors of the LLBMD watershed, or within the Rosenow Creek sub-watershed, or critical for maintaining the health of the LLB fishery or adjacent to, or part of a farm that contributes significant sediment from erosion to the lake. The work group developed a list of criteria (outlined in the minutes of January 4, 2010).

J. Thornton of SEWRPC was contacted. He felt that ranking criteria (through the use of a point system) should be used to determine whether a property was feasible to pursue. Although J. Larsen understood his point, she wondered if the LLB group had the required expertise to conduct the ranking system given its technical nature. If a point system was used, she was concerned about knowing how many points to assign to each criteria. Additionally, she had a conversation with a DNR realty specialist who suggested using the DNR criteria since this would be used for obtaining matching funds (grant application).

Many times lake districts hire specialists to assist in the grant process. J. Larsen did not know if the ranking/criteria system established by the work group should be rethought or not. The criteria developed by the work group were specific to LLB. It was suggested that as properties came forward a sub-group could determine their feasibility based on the criteria set and the sub-group could then present a recommendation to the LLBMD. The Commissioners felt that there should be a way to screen properties before in-depth assessment took place.

P. Carpenter liked the criteria developed by the work group as it was specifically relevant to Lac La Belle. A more developed set of criteria could be used if a property met the initial criteria. General discussion took place regarding using a double set of criteria; one developed for specifically for Lac La Belle and another which would be more detailed.

Discussion took place on The Kettle Moraine Land Trust Policy Manual. J. Larsen liked the way it was developed and organized. P. Carpenter discussed gathering information from the US Army Corp of Engineers. S. Keefe offered that the UW-Extension had grant writers for specific regions available to help develop criteria. She will contact the Wisconsin Association of Lakes to see if they have information on developing criteria. Gathering Waters, a nonprofit designed to serve in this capacity, was suggested by L. Conley. She referenced criteria developed for Big Cedar Lake; this will be looked at.

In summary, M. Fitzsimmons thought that the goal was for the District to evaluate properties based on simple criteria to determine whether a property was feasible for the District to

pursue. J. Larsen thought that there should be a baseline to determine if a property is worthy of requesting the Foundation to pursue. The goal is to develop a user-friendly screening tool for the District to use in determining the worthiness of property. If the property passes the criteria, the property would be forwarded to a group for further analysis. It was J. Larsen's opinion that this initial screening would be easier with the criteria developed by the work group.

Discussion took place on how to proceed with this agenda item. Clarification was made that the individual criteria would only be used if the fourth paragraph on page two was met. This paragraph reads as follows: *"To be considered for funding, the property in question must be located either entirely or partially in the environmental corridors of the LLBMD watershed as depicted on page 120 of the SEWRPC Lake Management Plan for Lac La Belle, or with the Rosenow Creek sub-watershed, or critical for maintaining the health of the Lac La Belle fishery, or adjacent to or part of a farm that contributes significant sediment from erosion to the lake."*

Accurate Business Communications, Inc. (ABC) will email the criteria to the Commissioners for their review and comments. Commissioners should determine if additional criteria should be added, how many criteria must be met, etc. The Commissioner's responses will be emailed back to ABC on or before March 11, 2010. ABC will create a summary document from all suggestions/comments received and email to Commissioners prior to the next LLBMD meeting.

## 12. Discuss Website Development

Without objection this item was discussed after agenda item #13.

Commissioners reviewed several lake district websites prior to the meeting. The Upper Nehmabin website was noted as having a good overall design and events calendar.

The following items were suggested for additions to the LLBMD website: lake facts and history, images of people on the lake, and land restoration.

Possible website designers mentioned for consideration were Alex Drucker (Designs by Drucker) and Peter Carpenter (Thoroughbred Design Group). Commissioners expressed a desire to learn what is available for various costs.

L. Conley stated that Facebook, Twitter, etc. were effective means to communicate with the residents quickly, i.e., slow no wake notifications.

M. Fitzsimmons will work on the website development and report back at the next meeting.  
R. Paul requested stated that three bids be obtained.

### 13. Discuss & Act on New LLBMD Logo

Samples were received from Peter Carpenter and black and white hard copies were provided to the Commissioners with colored versions displayed on the computer.

The various samples were discussed. Overall, the favorite version was #2 Badge, with the wavy line logo, with 2c coming in second.

**R. Paul motioned to move forward on the design of the logo using the #2 Badge format. D. Falstad seconded the motion. It was suggested to delineate the water line. The addition of the District's mailing information could be added at a later date once the logo was designed. There was no further discussion. All were in favor. Motion carried.**

### 14. Discuss Newsletter Articles

Suggestions for the next newsletter include:

- New Slow No Wake Bill (Senate Bill 12). Information will need to be obtained on this bill as to how it relates to Lac La Belle prior to the newsletter being formatted.
- Slow No Wake in Terms of High Water – The Town and City ordinances are not in agreement on footage, and the Village of Lac La Belle never passed an ordinance. Overall, how to notify residents remains unresolved although the City of Oconomowoc's website posts Slow No Wake notifications in addition to postings at the boat launch. P. Carpenter will contact the Town, City, and Village to determine the status of a consensus on the ordinance.
- CarpFest
  - DNR participation at CarpFest
  - DNR demonstration
- Fish Inventory/Census (DNR)
- Boat Regulations
- Shoreline Restoration (D. Falstad and S. Keefe will assist if J. Larsen will continue to lead this effort.)
- Goose Update (R. Paul to provide information)
- Change of meeting location – Town of Oconomowoc Town Hall

In order to include information about the CarpFest and Shoreline Restoration, the newsletter will need to be sent out in the early part of May.

15. Discuss & Act on Work Plan for 2010 (All Commissioners)

The following projects were noted:

- Land Acquisition
- CarpFest
  - Education Components with Ben Heusser of the WDNR
- Shoreline Restoration
- Goose Round-Up
- Logo
- Website
- Lake District Survey (2011)
- Ben Heusser's Fishery Report
- Newcomer Letter
- Slow No Wake Ordinance and Notification
- Review of Lake Management Plan (late 2010/early 2011)
- Consider Community Outreach Options (late 2010)

Commissioners were requested to prioritize this list prior and bring it to the next meeting.

16. Set Next Meeting Date

The next meeting of the LLBMD will take place on March 18, 2010, 7 p.m. at the Town of Oconomowoc Town Hall.

17. Agenda for Next Meeting

- Discuss & Act on Transfer of Funds to a Banking Institution in order to earn Higher Interest (M. Fitzsimmons)
- Discuss & Act on Newcomer Letter (S. Keefe & J. Larsen)
- Discuss Criteria to be used to Evaluate Properties that are or May Become Available for Acquisition (Sub-Committee Report)
- Newsletter
- Prioritize Work Projects

18. Adjournment

**R. Paul motioned to adjourn from the meeting. D. Falstad seconded the motion. There was no further discussion. All were in favor. Motion carried. The meeting adjourned at 9:34 p.m.**

Minutes prepared by:

Accurate Business Communications, Inc.